

**NORTH SANPETE SCHOOL DISTRICT
SCHOOL BOARD OF EDUCATION MEETING**

District Office

July 19, 2016

Minutes for the Board of Education meeting held July 19, 2016 in the District Office. President Brotherson conducted the meeting and led the pledge. Board members in attendance were President Richard Brotherson, Vice President Greg Bailey, Board Members Robert Garlick, Stacey Goble and Nanalee Cook. Others in attendance were Superintendent Sam Ray, Business Administrator Darin Johansen, Assistant Superintendent Randy Shelley, Cindy Johansen, Secretary Claudia Christensen, Mark Anderson, CTE Director, Cindy Larsen, Shawn Ledingham, Shawn Ledingham Jr. and Andee Erickson. Mrs. Goble arrived at 7:30.

BOARD RECOGNITION/REPORTS

Mrs. Cook recognized the Summer Band Program. Superintendent Ray recognized the summer work being completed in the district.

CTE REPORT

Mr. Anderson gave a review on the CTE Programs in the district.

At the Middle School the basic areas are College and Career Awareness through Business, FACS, and Tech Ed. At the High School the basic areas are Agriculture Education, Business and Marketing, Family and Consumer

Science, Information Technology, Skilled and Technical Education, and Technology and Engineering. Supporting programs are Comprehensive Counseling and Guidance, CTE Pathways, CTE Skill Certifications and Work based learning.

The High School offers 12 pathways for students. Pathways are a list of high school courses to prepare students for college or career. Superintendent Ray is working with Snow College to continue the pathway classes into college, courses that students can begin in Ephriam during their senior year of high school.

Goals and challenges are:

- CTE Awareness and Exposure Reinforce
- Academic Standards Extension of Pathway
- Post Secondary careers and Industry
- Preparing for industry needs skill training and equipment upgrades.

CONSENT ITEMS

The June 21, 2016 open and closed minutes were presented to the board for approval.

Mr. Johansen presented the financial report and July bills paid to the board for approval.

The agenda was presented to the board for approval.

A motion was made by Mrs. Goble and seconded by Mrs. Cook to approve the consent items. Voting was unanimous in the affirmative.

DISTRICT LEADERSHIP

Mrs. Goble presented Chapter 8 from *Learning by Doing*. What we are “not doing,” what we “are doing” and “changing the thought process” were all discussed. “Talking is not doing. Planning is not doing. Goal setting is not doing. Training is not doing.” (pg. 207) We need to take steps to make sure that the talking, planning, and training actually results in action.

Questions that need to be asked are

- What are our priorities
- What are the specific conditions we expect to see in every school
- What must be done to build the capacity of people throughout the organization to create these conditions
- What indicators of progress will we monitor
- What district practices and leadership behaviors are not aligned with the purpose and priorities we have articulated.

Being tight on what was expected to see in each school at the same time being to loose in terms of implementation were discussed.

The schools need direction from Administration to help with these decisions.

Finding the middle ground of not “too tight” of leadership, but that “fosters priorities” will foster success. The need to define our priorities and expectations, while allowing teachers to determine what to teach and how to proceed, was discussed. Recommendations are as follows:

- the district needs to make sure that common verbatim is not common understanding.
- make sure that everyone is understanding the goal
- link what we want to be tied to the board policies
- make sure policies are aligned with our goals

- make sure that we are specify in what the people need to be doing
- be clear what our direction is
- make sure we are accomplishing our goals.

Mr. Shelley will present Chapter nine in the August Board Meeting.

PERSONNEL

A letter of resignation from Cassidy Anderson, Secretary Mt. Pleasant Elementary was presented to the board. A motion was made by Mr. Bailey and seconded by Mr. Garlick to accept the resignation from Mrs. Anderson. Voting was unanimous in the affirmative.

Assistant Superintendent Shelley presented the following employees hired:

Jessica Hall	Mt. Pleasant Elementary Part Time Sec. to Full Time Sec.
Nicole Tew	High School Girls Soccer Coach
Libby Murphy	Mt. Pleasant Elementary Part Time Secretary
Cherrie Green	High School Assistant Cheer Coach
Whitney Ison	High School Assistant Cheer Coach
Nicole Lamb	Moroni Elementary 1st Grade Teacher

STAFFING PROPOSAL

Assistant Superintendent Shelley presented the 2016 Staffing Proposal to the board.

CLASSIFIED EMPLOYEE NEGOTIATED AGREEMENT

- The district will fund health benefits the same as the 15/16 school year except after the first dollar deductible of \$2,600 per individual and \$5,200 per family, there will be a 10% co-pay up to

\$3,500 per individual and \$7,000 per family out of pocket max, with full coverage thereafter. The district contribution to the HSA/HRA accounts will be \$1,500 per year.

- The district will fund steps and lanes
- The district will fund a 1% cost of living increase (COLA) for all classified employees (steps 1-9)
- The district will fund an additional 1.5 percent (2.5% total) for classified employees 10-19 years (steps 10-19) and an additional three percent (4% increase total) for classified employees on step or above step 20 or that supervise multiple facilities and/or numerous employees.
- All Teachers' Aides will be paid for 178 days per year plus required attendance in professional development.

A motion was made by Mrs. Goble and seconded by Mrs. Cook to approve the Classified Employee Negotiated Agreement. Voting was unanimous in the affirmative.

ANNUAL MAILING

Superintendent Ray presented the first annual mailing that will be sent to every home in the district.

SCHOOL CHOICE

School choice requests presented the following to the board for approval:

- Billy Swapp and Bryce Swapp to attend Fairview Elementary
- Tyson Smith to attend Mt. Pleasant Elementary
- Tristin Lund to attend Spring City Elementary.
-

A motion was made by Mrs. Cook and seconded by Mr. Garlick to approve the school choice requests. Voting was unanimous in the affirmative.

HIGH SCHOOL HANDBOOK

The following changes to the High School Handbook was presented to the board for approval:

Standards for Activity Participation

It is a privilege to represent North Sanpete High School through participation on athletic teams and extracurricular activities.

These experiences serve as a unifying force for the student body, the faculty, and the entire community, along with providing realistic opportunities to promote the physical, mental, moral, social, and emotional well being of all students.

With this privilege comes responsibilities that include the following expectations: adherence to all rules of the UHSAA, sport, club, or organization, and to school and board policy; cooperation and sportsmanship among all individuals involved; respect for officials and authority; an obligation to give one's best effort in the pursuit of individual, team, club or organization goals.

Administration will follow the policy for individual programs and may limit

Participation of students in any school-sponsored activity for violation of this code of conduct.

We strongly encourage all parents and students to schedule a time to meet with coaches, advisors and administration when issues or concerns arise.

Social Media should not be used as a venue to complain or criticize. If it is documented that a student or parent post criticism about classmates, coaches or programs during their competitive season, the following consequences may be applied:

Parents will be denied access to two home competitions or performances for each documented violation.

Students will be suspended from two consecutive games, meets, matches, competitions, or performances at the same level of play (and any intervening levels as well) for each violation.

Practice may be continued.

The administration holds the right to excuse individuals from any event who choose to act in a disrespectful or unsportsmanlike-like manner.

A motion was made by Mr. Bailey and seconded by Mrs. Cook to approve the changes to the High School Handbook. Voting was unanimous in the affirmative.

NS TIME REQUEST

Ben Cox, NS Times Advisor, requested \$2500 each year to help cover cost of printing and mailing the NS Times. Mr. Johansen and Mrs. Ault will set up an account to support this purpose.

TRAVEL

Superintendent Ray shared the approved travel for the Football Camp with the board members.

GUARANTEED VIABLE CURRICULUM AND CURRICULUM MAPS

Superintendent Ray showed and discussed guaranteed viable curriculum and curriculum maps the teachers have been working on this past year.

Starting in November 2015, all teachers met district-wide in teams (elementary by grade level and secondary by subject area) to develop common expectations, share expertise and learn from each other. These Professional Learning Communities (PLCs) created their own group norms (rules).

The Career & Technical Education (CTE) PLC norms include:

- can do attitude
- define purpose - follow agenda
- on task
- celebrate successes - treats, data etc.

Then each PLC developed their district Guaranteed Viable Curriculum (GVC) by looking at the state standards and determining which concepts were most critical for all students to master.

The teachers then built district-wide annual course schedules (curriculum maps) to ensure all student have the best possible opportunity to master every one of the concepts identified as essential.

Many PLC groups also started to create common assessments (used by all teachers across the district) to measure student achievement of the concepts identified as essential.

Some PLC groups also began to evaluate and create interventions (extra help) for students that didn't master an essential concepts in the first round, providing individual and small group assistance until students master the essential skills.

All PLC groups will continue this process until a full plan is in place to ensure mastery of essential skills, in every classroom district-wide, for every student.

These group plans will be posted on the district web site for all employees to see the district curriculum (GVC) and course schedules (Curriculum Maps), while they are still under construction and once completed in coming years, for all parents and patrons to access.

MATTERS FROM THE BOARD

Mrs. Goble asked the date for the District BBQ. The District BBQ will be held August 15th, 6:00 pm at the Middle School.

Superintendent Ray indicated that a letter will be going out to all employees with a back to school schedule.

Mrs. Cook asked if a thank-you had been sent to the volunteers in the district.

Mrs. Goble suggested that a ticket to a high school event be sent to the volunteers.

Superintendent Ray will work with Principal Ault on an event ticket.

Mr. Garlick asked about replacing the flag at the district office.

EXECUTIVE SESSION

A motion was made by Mr. Brotherson and seconded by Mrs. Cook to move into executive session to discuss real property and to discuss the character, professional competence, or physical or mental health of an individual.

Voting went as follow: Mrs. Cook aye Mrs. Goble aye Mr. Garlick aye Mr. Bailey aye Mr. Brotherson aye

Meeting moved into executive session after a five minute break at 8:53 p.m. to discuss real property and to discuss the character, professional competence, or physical or mental health of an individual.

A motion was made by Mr. Bailey and seconded by Mr. Garlick to move back into regular session. Voting was unanimous in the affirmative.

Meeting moved back into regular session at 10:57 p.m.

ADJOURN

A motion was made by Mrs. Goble and seconded by Mrs. Cook to adjourn. Voting was unanimous in the affirmative.

Meeting adjourned at 10:58 p.m.